# ATTACHMENT Y1

# DEFENSE TRANSPORTATION SYSTEM (DTS) JOINT REFERENCE TABLES MANAGED AND DISTRIBUTED BY THE REFERENCE DATA MANAGEMENT (RDM)

1. The RDM process has been established to automate the update and synchronization of the many Defense Transportation Regulation (DTR) and other reference tables throughout the DTS user community. The DTR Administrators recognize the problem of keeping reference tables up to date. The RDM Team will be the addressee for newly approved code changes, and will distribute the changes to DTS user systems and to the DTR web page administrator who will provide access to continuously current reference tables.

2. The process for changing RDM reference tables involves processing of approved changes, when timely, and responding to immediate or emergency changes, when timeliness requires. For approved changes to this regulation reference tables, the DOD DTR Administrator will forward a change notice to the RDM Team. The RDM team will update its associated reference table. The change will be pushed to the automated system Program Managers and the DTR web page administrator, in accordance with current reference table management processes, which in turn, will help maintain reference table synchronization between systems. This RDM notification process will be in addition to the existing change notification processes to the Services and other Agencies.

3. DTS systems periodically have immediate or emergency requirements to create new DTR reference table codes and definitions due to operational requirements. DTR Aerial or Seaport codes are an example. Air Mobility Command or Military Surface Deployment and Distribution Command systems occasionally have a requirement to create a new Aerial or Seaport code for immediate use and cannot wait for formal DTR change processing. In these cases, the automated system program manager modifying the reference table will notify the RDM project team of the change in addition to submitting the change request through formal channels. The RDM team will promulgate the operational change to all using systems and the DTR web page administrator, so that systems remain synchronized while the change is processed officially through the DOD DTR Administrator.

4. DTR Reference tables are documented as Appendixes to this Regulation.

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